

**Reporting period:**

**Please return by:**

**RETURN TO**

**U.S. CENSUS BUREAU**  
**1201 East 10th Street**  
**Jeffersonville IN 47132-0001**

*(Please correct any error in name, address, and ZIP Code)*

**BEFORE COMPLETING YOUR REPORT**, please read the accompanying Instruction Guide. Visit our website at [www.census.gov/CFS](http://www.census.gov/CFS) or telephone us at **1-800-772-7851** if you would like additional information.

This survey requests a limited amount of data on a sample of your outbound shipments. Its purpose is to develop information on the characteristics of freight flows in the United States. This information is essential for understanding transportation markets, investment needs, and the economic, safety, energy, and environmental consequences of transportation.

If book figures are not available for the information we are requesting, estimates are acceptable.

Thank you for your timely completion of this report.

**Item A** Is the establishment name shown in the mailing address correct?

- 1  Yes  
2  No — *Enter correct name.* ↗

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**Item B** Mark (X) the **ONE** box which best describes this establishment during the one-week reporting period shown above.

- 1  In operation  
2  Temporarily or seasonally inactive  
3  Ceased operation —  
Give date →

Month	Day	Year

**Item C** Is this establishment's physical location the same as the address shown above? (PO boxes or rural routes are not physical locations.)

- 1  Yes  
2  No — *Enter physical location below.* ↗

Number and street		
City, town, village, etc.	State	ZIP Code

**NOTE** — The rest of this questionnaire requests information about shipments (or deliveries) from the establishment located at the address in the mailing label.

If you entered a different address in item C — *Please complete the form for shipments originating from the location listed in item C.*

**Item D TOTAL NUMBER OF SHIPMENTS** — Please enter the **total number** of outbound shipments (or deliveries), including customer pick-up, for the one-week reporting period shown above. If book figures are not available, please provide your best estimate.

<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	This number should reflect <b>ALL</b> shipments (not just those listed in item F) and deliveries leaving this location during the one-week reporting period. <i>Please see Instruction Guide for a definition of "shipment."</i>
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**DO NOT PROCEED UNTIL YOU HAVE COMPLETED ITEM D.**

**YOUR RESPONSE IS REQUIRED BY LAW.** Title 13, United States Code, requires businesses and other organizations that receive this questionnaire to answer the questions and return the report to the U.S. Census Bureau. By the same law, **YOUR REPORT IS CONFIDENTIAL.** It may be seen only by persons sworn to uphold the confidentiality of Census Bureau information and may be used only for statistical purposes. Further, copies retained in respondents' files are immune from legal process.



**Item E SAMPLING INSTRUCTIONS**

The purpose of this section is to identify a sample of your shipments for which you will provide data. Through the use of a sample, we can avoid asking you for information on all of your shipments, while still obtaining statistically accurate information.

The following describes the two steps process required to identify the shipments to include in your report. The first step is determining the "selection rate". The second step is using that selection rate to identify the sample of your shipments.

**1. FINDING YOUR SELECTION RATE**

Identify from the table below, the selection rate that corresponds to your total number in item D. Enter the selection rate in the box below.

For example, if you reported in item D that you had 350 shipments for that reporting week, you must divide 350 by the corresponding selection rate found in the table to your right. For the number 350, the selection rate would be 10.

Please enter your selection rate. ↴

Number of shipments reported in item D	Selection rate	Number of shipments that should be reported in item F
1— 40	Every shipment	1-40
41— 80	2	20-40
81— 100	3	27-33
101— 200	5	20-40
201— 400	10	20-40
401— 800	20	20-40
801— 1600	40	20-40
1601— 3200	80	20-40
3201— 6400	160	20-40
6401—12800	320	20-40
More than 12800	Call Census at <b>1-800-772-7851</b>	

**SAMPLING INSTRUCTIONS CONTINUE ON TOP OF NEXT PAGE.** ↗

**Item F SHIPMENT CHARACTERISTICS**

Line No. (a)	Shipment ID Number (b)	Shipment date (c)		Shipment value (excluding shipping costs) in whole dollars (d)	Shipment weight in pounds (e)	Commodity code from SCTG list (f)	Commodity description (g)	If a hazardous material, enter the "UN" or "NA" number (h)
		Month	Day					
0	123-5	4	26	4,235	140	3 5 1 2 0	Electrical transformers	
00	402H	4	26	12,530	62,650	1 7 1 0 0	Gasoline	1 2 0 3
1								
2								
3								
4								
5								
6								
7								

Mode of transport codes for columns (j) and (m) ▶

**1** — Parcel delivery, courier, or U.S. Postal Service

**2** — Private truck  
**3** — For-hire truck

**4** — Railroad  
*Continued* →

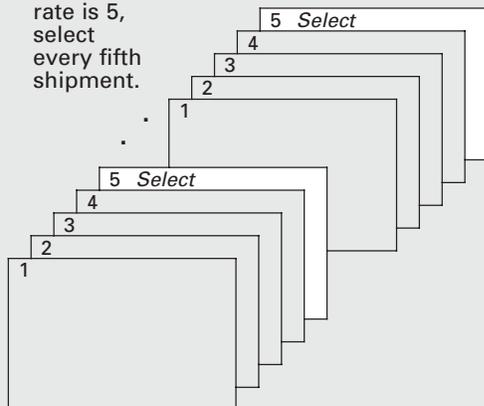
**Item E SAMPLING INSTRUCTIONS — Continued**

**2. SELECTING YOUR SAMPLE OF SHIPMENTS**

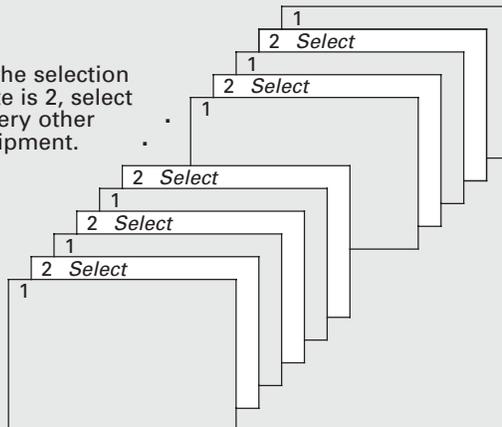
- a. Use the file or combination of files that best reflects your full range of outbound shipping activities.
- b. Begin with the first shipment. Count the shipments until you reach your selection rate. Select this shipment to report on in item F.
- c. Continue counting with the next shipment. Count this shipment as 1 and continue until you reach the selection rate again. Select this shipment to report on in item F.
- d. Repeat the previous step until you have completed your shipment file for the one-week reporting period.

**In the following examples, each rectangle represents one shipment.**

If the selection rate is 5, select every fifth shipment.



If the selection rate is 2, select every other shipment.



Once you have selected your sample of shipments, please proceed to item F and enter the requested information for each selected shipment. Examples of completed lines for two shipments are provided on lines "0" and "00" below.

U.S. destination <i>(Complete for all shipments.)</i>			Mode(s) of transport to U.S. destination <i>Enter all that apply in order used. Use codes below.</i>	Export? (Y/N)	Foreign destination <i>(for export shipments only)</i> <b>Note:</b> In column (i) enter the U.S. port, airport, or border crossing of exit.		Export mode	Line No.
(i)					(l)			
City	State	ZIP Code	(j)	(k)	City	Country	(m)	(n)
Los Angeles	C A	9 0 0 4 0	2, 4	N				0
New York	N Y	1 0 4 5 4	3	Y	London	England	6	00
								1
								2
								3
								4
								5
								6
								7

5 — Shallow draft vessel      7 — Pipeline      9 — Other mode  
 6 — Deep draft vessel      8 — Air      0 — Unknown



**Item F SHIPMENT CHARACTERISTICS — Continued**

Line No. (a)	Shipment ID Number (b)	Shipment date (c)		Shipment value (excluding shipping costs) in whole dollars (d)	Shipment weight in pounds (e)	Commodity code from SCTG list (f)	Commodity description (g)	If a hazardous material, enter the "UN" or "NA" number (h)
		Month	Day					
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
29								
30								

Mode of transport codes for columns (j) and (m)



**1** — Parcel delivery, courier, or U.S. Postal Service

**2** — Private truck  
**3** — For-hire truck

**4** — Railroad

*Continued* →

U.S. destination <i>(Complete for all shipments.)</i>			Mode(s) of transport to U.S. destination <i>Enter all that apply in order used. Use codes below.</i> (j)	Export? (Y/N) (k)	Foreign destination <i>(for export shipments only)</i> <b>Note:</b> In column (i) enter the U.S. port, airport, or border crossing of exit.		Export mode (m)	Line No. (n)
(i)					(l)			
City	State	ZIP Code			City	Country		
								8
								9
								10
								11
								12
								13
								14
								15
								16
								17
								18
								19
								20
								21
								22
								23
								24
								25
								26
								27
								28
								29
								30

5 — Shallow draft vessel      7 — Pipeline      9 — Other mode  
 6 — Deep draft vessel      8 — Air      0 — Unknown



**Item F SHIPMENT CHARACTERISTICS — Continued**

Line No. (a)	Shipment ID Number (b)	Shipment date (c)		Shipment value (excluding shipping costs) in whole dollars (d)	Shipment weight in pounds (e)	Commodity code from SCTG list (f)	Commodity description (g)	If a hazardous material, enter the "UN" or "NA" number (h)
		Month	Day					
31								
32								
33								
34								
35								
36								
37								
38								
39								
40								

Mode of transport codes for columns (j) and (m)  **1** — Parcel delivery, courier, or U.S. Postal Service    **2** — Private truck    **3** — For-hire truck    **4** — Railroad *Continued* 

**Item G MONTHLY VALUE OF SHIPMENTS**

Please mark (X) the box below that represents your best estimate of the total value of all shipments originating from this establishment for the most recent **month**.

- 1  Less than \$100,000
- 2  \$100,000 to \$499,999
- 3  \$500,000 to \$999,999
- 4  \$1,000,000 to \$4,999,999
- 5  \$5,000,000 to \$19,999,999
- 6  \$20,000,000 and more

**Item H CERTIFICATION**

Name of person to contact regarding this report — <i>Please print</i>	Telephone number — <i>Include area code</i>	Date
Signature		Title

